

**THE TULALIP TRIBES**  
**TGO/QCC/Bingo**  
**Job Description**

**JOB TITLE:** Cedars Server

**JOB NUMBER:** ON GOING

**NOTE:** Sections in box are minimum requirements that all applicants must have to be considered for this job. These requirements must be stated on your application form to be considered for this position.

The Tulalip Tribes publicly announces that Indian Preference in hiring shall apply to Tulalip Tribal job opportunities.

**EDUCATION:**

- ☐ High School Diploma or GED equivalent preferred.

\*If applicant does not meet education requirement, employer will allow 6 months from date of hire to meet this job requirement, as a condition of employment.

**SKILLS:**

- ☐ Must have excellent communication skills for dealing with guest and co-workers.
- ☐ Must have good grooming habits and manners.
- ☐ Ability to follow specific instructions verbal and/or written.
- ☐ Must have basic math skills. **(Test required)**
- ☐ Must be able to consistently promote and demonstrate positive guest relations.
- ☐ Must have basic knowledge of alcoholic beverages.
- ☐ Must have excellent customer relation skills.

**EXPERIENCE:**

- ☐ Minimum of one (1) year of food servicing experience in a full service restaurant.
- ☐ Minimum of six (6) months experience serving alcoholic beverages and/or bottled wine service.
- ☐ Minimum of six (6) months experience working with the public utilizing customer relation skills.

**OTHER REQUIREMENTS:**

- ☐ Must be 21 years of age or older. \* **(Attach document with application)**
- ☐ Must obtain and hold a Food Handler's card within 60 days from date of hire.
- ☐ Must obtain a Tips Certification within two (2) months from date of hire.
- ☐ Must be able to pass an agility exam to determine if physically capable to perform the essential functions of the job.
- ☐ Will be responsible for the deliverance of the highest level of customer service to guests, VIP's, and co-workers.
- ☐ Must attend mandatory guest service training.
- ☐ Must be flexible to work both Casino sites, the "New" Tulalip Casino and the Quil Ceda Creek Casino.
- ☐ Must be able to obtain a Class II certification, and be licensed, with the Tulalip Tribal Gaming Agency.
- ☐ Must be able to work any shift assigned to include days, swing, grave, weekends, and/or holidays.
- ☐ Must have successful employment history with the Tulalip Tribes and/or other employers.

**Physical Characteristics and/or Prerequisites:**

- ☐ Manual and finger dexterity for setting tables and general clearing.
- ☐ Ability to stand and/or walk for prolonged periods of time.
- ☐ Strength to lift objects weighing 10 to 20 lbs. on a regular basis and 20 to 40 lbs. on a frequent basis.
- ☐ Tolerance to be exposed to a smoke filled environment.
- ☐ Tolerance to be exposed to cleaning solvents and detergents on a daily basis.

**Tribal Department:** Food & Beverage

**Employee Classification:** Non-Exempt

**Job Summary:** Server offers friendly, professional, quality service to all guests. Provides expert knowledge in the Sequence of Service, menu items, and preparation, and wine selection and service.

**Employee Reports To:** Food & Beverage Supervisor or designee

**Extent of Authority:** Provides quality guest service and satisfaction. Works with Manager, Supervisor, Host, and Bus Person to ensure proper dining room procedures and standards are followed.

**Specific Duties Performed:**

1. Assists in the cleaning and resetting of tables pre-bussing as needed.
2. Ensures all chairs, floors, and work areas are clean and presentable at all times.
3. Greets guests in a professional and friendly manner.
4. Assists all positions as necessary to promote positive teamwork.
5. Helps maintain a clean, presentable, and customer friendly work environment.
6. Performs all side work as assigned or requested by Supervisor and/or Manager.
7. Understands and executes proper Sequence of Service.
8. Works closely with food Expeditor and Chefs to ensure quality of service and plate presentation.
9. Studies and learns menu items and preparation, including features, beverages, wines, and wine service.
10. Performs as a Food Runner as needed or requested.
11. Learns and works with a POS (Point of Sale) system.
12. Completes a three week training program becoming familiar with the Busser and Expeditor positions and duties, prior to becoming a Server.
13. Knowledge of all health and safety practices and procedures, including HACCP standards.
14. Performs all other job related duties as needed or requested.

**Terms of Employment:** This is a Regular Full-time position requiring at least 40 hours per work, or 2080 hours per year.

**Pay Rate:** \$8.57 per hour

**Opening Date:** ON GOING

**Closing Date:**

**Please return your completed application to the Tulalip Resort Casino Receptionist by the closing date and time.**

**\* Required documents must be submitted prior to interviewing\***